**Pulmonary Fibrosis Trust Charity Caravan Booking form – Haven Seashore Holiday Park**

The Pulmonary Fibrosis Trust’s caravan is offered to those that have been diagnosed with pulmonary fibrosis (including idiopathic pulmonary fibrosis) and their families. If you are unsure or wish to check that your diagnosis falls within these parameters, please contact us on either 01543 442191 or info@pulmonaryfibrosistrust.org. **SECTION 1: Lead booker details**

|  |  |
| --- | --- |
| Full name |  |
| Contact number |  |
| Email address |  |
| Car registration |  |
| Home address |  |

 **SECTION 2: Medical evidence**

* For the Pulmonary Fibrosis Trust to process your request, please send us evidence of your IPF/PF diagnosis e.g. a letter you already have from a consultant, doctor or respiratory nurse

[ ]  I have included evidence with my application

The Pulmonary Fibrosis Trust will never store or share any medical evidence received after it has been seen and acknowledged.

Please indicate below your preference:

[ ]  Please destroy the medical evidence provided
[ ]  Please return the medical evidence by post

 **SECTION 3: Holiday dates**

Please refer to our availability calendar on the website or follow [this link](https://pulmonaryfibrosistrust.org/caravan-availability/). Please indicate below your preferred holiday dates.

|  |  |
| --- | --- |
| Select holiday length (tick) | Mon-Fri [ ]  Fri-Mon [ ]  Mon-Mon [ ]  Fri-Fri [ ]  |
| 1st Choice  | Start: End: |
| 2nd Choice  | Start: End: |
| 3rd Choice  | Start: End: |

**SECTION 4: Guest details**

The caravan is 3 bedroomed and sleeps up to 8 guests (2 in the lounge). Please include details of ALL guests (including the lead booker). *Please note cot beds are available for hire by contacting the park directly.*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Title | First Name | Surname | Contact phone number  | DOB |
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 **SECTION 5: How did you hear about the Pulmonary Fibrosis Trust?**
The Pulmonary Fibrosis Trust like to support as many sufferers as possible and therefore aim for all sufferers to be aware there is support available for them. Finding out how people hear about us helps us achieve this goal.
*(please tick one option)*

[ ]  GP [ ]  Patient information leaflet
[ ]  Consultant [ ]  PF Trust leaflet
[ ]  Respiratory nurse [ ]  Fundraising event
[ ]  ILD nurse [ ]  PF Trust Trustee or Ambassador
[ ]  Occupational Therapist [ ]  Social media
[ ]  Support group [ ]  Search engine

[ ]  Other:

 **SECTION 5: Terms and Conditions/ General information**

**Booking process:**
Once the Pulmonary Fibrosis Trust has received this form, the holiday will be provisionally booked for the dates requested where possible or an alternative agreed date. Once the Trustees have given approval for the holiday, you will be sent an acknowledgement with a request of a non-refundable booking fee.

3 days £75

5 days £125

7 days £175

Payment is to be made within 7 working days. Once payment is received, the holiday will be confirmed. If payment is not received within 7 days, the holiday dates will be released. Once your holiday has been confirmed, you will receive a pre-filled in form that you will need to take with you to collect the caravan key from the sales office on site.

**Cancellation:**
Please contact us as soon as possible if you wish to cancel your holiday. The earlier we are informed, the more chance another family have the opportunity of a holiday.

**Park information:**

|  |  |
| --- | --- |
| ADDRESS | OPENIG DATES - 2022 |
| Seashore Holiday ParkNorth DenesGreat YarmouthNorfolkNR30 4HG | Opens: 14th MarchCloses: 31st October |

 **Checking in:**You can check in anytime from 2pm. Please take your confirmation email to the sales office on site to collect your key.

**What to bring:**Clean bed linen, a high dryer and a children’s bed guard are provided. There are often useful items in the caravan such as big bags and washing up liquid, however, this cannot always be guaranteed so we suggest bringing all items you will require, such as: - Tea towels - Bath towels
 - Washing up liquid/ sponge - Toilet rolls
 - Bin Bags - High chair (*if applicable)*
 - Cot bed/ z-bed (*if applicable)*

**Caravan measurements:**The external door measures 640mm wide, and therefore, suitable for wheelchair users if the wheelchair is less than 640mm wide. The doorways to the bathroom and bedrooms are smaller and can only accommodate ambulant people, however, the main living area is spacious and contains a sofa bed for those unable to reach the bedrooms.

**Oxygen and medical equipment at the caravan:**
It is your responsibility to ensure you have adequate medical equipment and oxygen for the duration of your holiday.  If you are hiring equipment or having oxygen delivered directly to Seashore, please send your supplier the following delivery/collection address and ask for all equipment to be clearly marked with your name:

Caravan Sales Office
Seashore Holiday Park
North Danes
Great Yarmouth
Norfolk
NR30 4HG

Please inform us if you have ordered delivery of medical supplies and we will make Seashore Holiday Park aware.

Please do not leave any medical equipment including oxygen cylinders in the caravan. Please ensure anything due for collection is taken to the Caravan Sales Office.  Please call the Caravan Sales Office on 01493 332634 if you require help with this.

**Hiring equipment:**
There is a hire shop on site, which provides items such as cots, high chairs and mobility scooters. It is essential to arrange booking of such items directly with the park prior to arrival.

**Entertainment passes:**
The Pulmonary Fibrosis Trust funds entertainment passes for all of your guests which allows access to all facilities on site as well as 15% discount at restaurants, bars and shops on site. Please do not order or pay for entertainment passes separately. You will find your entertainment passes within your welcome pack in the caravan upon your arrival. These passes are the property of The Pulmonary Fibrosis Trust, please leave these in the caravan upon departure.

**Pets:**Unfortunately, due to the nature of some of our guests’ medical conditions, we DO NOT allow any pets in the caravan.

**Security:**The lead booker is responsible for the security of the caravan and its contents during the length of stay. Please ensure all windows are shut and the caravan is locked when not occupied. The Pulmonary Fibrosis Trust will not accept any responsibility for any loss or theft of guest’s belongings during their stay.

**Safety:**Please read and make all guests aware of all safety notices within the caravan and park site paying particular attention to fire procedures. The Pulmonary Fibrosis Trust are not responsible for any injuries sustained by guests during their stay.

**Damage:**
Upon departure, the caravan will be cleaned and assessed for any breakages and any damages may be invoiced to yourself at the cost of repair or replacement.

**Park rules:**
All guests must follow Seashore Holiday Park’s park rules.

**Checking out:**
Please check out by 10am. Please take your welcome pack, including all entertainment passes and keys, back to the sales office. Please ensure that the caravan is left the same way as you found it, including all dishes and cutlery washed and put away, all surfaces are cleaned and all beds are stripped of their linen.

**Data Protection:**By signing this application you are consenting for the details provided (apart from medical evidence) to be shared with Haven Seashore Holiday Park. This is a contractual condition of your booking. All medical evidence is securely destroyed or returned (in the case of original paperwork) after acknowledgement and is not shared or stored. You can view both the Pulmonary Fibrosis Trust and Haven’s Data Protection Policy by clicking the links below, otherwise you can request a copy by post by contacting us.
[Pulmonary Fibrosis Trust Data Protection Policy](https://pulmonaryfibrosistrust.org/privacy-policy/)
[Haven Data Protection Policy](https://www.haven.com/support/privacy-policy)

**Transfers of holiday:**The holiday booking is for the persons named on this form only and cannot be changed without permission in writing from The Pulmonary Fibrosis Trust.

**Useful information:**Please find useful information about park shops, restaurants, local attractions and direction here:
[www.haven.com/parks/norfolk/seashore/useful-information](http://www.haven.com/parks/norfolk/seashore/useful-information)

Please view Haven’s Terms and Conditions here:
[www.haven.com/support/terms-and-conditions](http://www.haven.com/support/terms-and-conditions)

 **SECTION 6: Declaration**

By signing this form, you are agreeing to all the terms and conditions set out above.

Applicant signature Date

Print name

If you have any problems filling in this application, please call on 01543 442 191.
Please fill in this form and either email to info@pulmonaryfibrosistrust.org or post to:
Pulmonary Fibrosis Trust, c/o EBS, City Wharf, Davidson Road, Lichfield, Staffordshire, WS14 9DZ.